

# Minutes

Talbot County Board of Elections  
215 Bay Street  
Easton, MD 21601  
*August 21, 2019*

Present:

## **Board**

Joseph H. Secrist, President	(R)
Walter Black, Vice President	(D)
Richard B. Bulman	(R)
Wadella Thomas	(R)
Susan MacKinnon	(D)

## **Staff**

Jeri Cook, Election Director

Prior to start of the meeting, Kathi Dulin Duvall, Clerk of the Court for Talbot County, administered and recorded the oath to each Member of the Board of Elections.

The monthly meeting of the Talbot County Board of Elections was held on August 21, 2019 in Conference Room # One at the Board office indicated above. Mr. Secrist called the meeting to order at 9:30 AM. Mr. Secrist noted that a quorum was present. He reported that Board Attorney Phillip Cronan was unable to attend today's meeting.

## **Approval of Minutes**

Mr. Secrist asked if the Board had any corrections or additions to the minutes of the meeting of July 17, 2019, copies of which had been forwarded to the Board Members in advance of the meeting. Mr. Bulman moved approval of the minutes as presented. Mr. Black seconded the motion. It passed unanimously.

## **Changes to the Agenda/Approval of the Agenda**

Mr. Secrist asked that the agenda as presented be amended to add under New Business Appointment of Board Attorney. Mr. Black moved approval of the agenda with this amendment. Ms. Thomas seconded the motion. It passed unanimously.

## **Public Comments**

There were no public comments.

## **Election Director's Report**

Ms. Cook reported on the following:

- Along with Mr. Secrist, Mr. Black and County Council President Corey Pack, she met with the representatives of the Easton Fire Department regarding the use of the Easton Firehouse for Early Voting. Mr. Pack was instrumental in bringing the Board of Elections and the Easton Fire Department Trustees' together to reach a solution to allow Early Voting at the firehouse and to use the bingo hall for Early Voting as well as Election Day. The rental cost for the use will be \$2,000 for the eight days of Early voting.
- The Biennial meeting of the SBE will begin with breakfast at 7:30 AM on October 17, 2019. The first session will begin at 8:45 AM.
- She met with Tracey Elzey, Supervisor of K-12 Social Studies for the Board of Education to work in partnership with the Board of Elections to reach out to students 14-18 to be part of the election process.
- She has not heard anything from the Board of Education regarding the invitation to present to the Board of Education.
- She asked the we include on the agenda for the September meeting a report from Monae Butler regarding the staff efforts on Social Media presence.
- She attended the Election Judge Workgroup regarding work on Election Judge Manual.
- Fred and Monae have completed the signal testing for each of the polling places to report to the State Board in reference to the connectivity for Same Day registration. Once all the local boards have completed this task, the State will then offer guidance as to connectivity.
- Training Coordinator Sherrill Williams met with staff to discuss the staffing needs for the upcoming election.
- She will be posting a part time position in October with the aim of hiring a person in December to become familiar with MDVoters prior to the upcoming Primary Elections.
- She visited Easton High School and was very pleased with the cafeteria space that will now be available for the 2020 election cycle.

- Letters have been sent to past judges asking for an expression of interest in working the 2020 election cycle. So far, there has been a good response, but still waiting for quite a few.
- The staff will be attending a two-day Smartsheet session in October. This is a tool for use by the staff in maintaining records in a more efficient manner.
- She plans to purchase voter outreach materials to be used in voter registration and recruitment of election judge efforts.

### **Board Attorney's Report**

Board Attorney Philip Cronan was not in attendance at the meeting.

### **Old Business**

#### **a. Budget FY2019**

Ms. Cook previously provided the Board Members year-end financial statements for FY2019. The Board discussed the fact that the year-end expenses exceeded the amount budgeted. The county had been advised that this was expected to occur, primarily due to the fact that the original budget estimates for Voting Equipment provided by the State were substantially below actual.

#### **b. Budget FY2020**

Ms. Cook distributed copies of the financial statements for FY 2020 through July 31, 2019. There were not questions from the Board for Ms. Cook.

#### **c. Review Invoices**

Ms. Cook responded to questions from Board Members.

#### **d. County Bulletins**

The County Bulletin dated August 2, 2019 had been provided to the Board. Ms. Cook asked that the Board Members note particularly the issue regarding the United States withdrawal from the Universal Postal Union and the impact that might have on the upcoming election cycle.

Ms. Cook also distributed the County Bulletin dated August 16, 2019.

#### **e. Polling Place Updates**

- i. Easton Firehouse – The use of this facility for Early Voting was discussed under the Election Director's Report. The conclusion included an increase in rent for the use of the bingo room for eight days. Ms. MacKinnon

b. Appointment of Board Attorney

Mr. Black moved the reappointment of Phillip Cronan as Board Attorney. Ms. Thomas seconded the motion. It passed unanimously.

**Confirmation of Next Meeting**

Mr. Secrist noted that the next meeting of the Board will be at 9:30 AM on Wednesday, September 18, 2019.

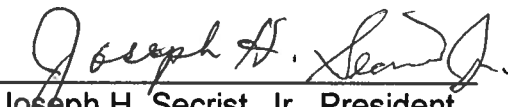
**Closed Session**

The Board did not meet in Closed Session

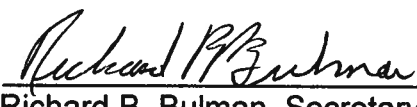
**Adjournment**

Mr. Black moved adjournment of the meeting. Ms. MacKinnon seconded the motion. It passed unanimously. The meeting adjourned at 11:29 AM.

Attested,

  
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Joseph H. Secrist, Jr., President

Respectfully submitted,

  
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Richard B. Bulman, Secretary